

Facilities Management Daily Advisor Editorial Guidelines

[Facilities Management Daily Advisor](#)

Guidelines for Contributed Posts, Articles, and Other Content

Posts, articles, and other content must be written by the author and not copy/pasted from other blogs, websites, etc. You must be the copyright owner of the submitted article.

Use subheading, structured paragraphs with bullets and numbers, as well as bold and italics for emphasis. We reserve the right to edit your article to fit our audience.

Posts must be non-promotional. Guest posts are unpaid.

We will not publish any of the following

- Any content unsuitable for the intended publication's audience
- Any sales content that solely serves only promotional purposes

Please send your article(s) to jscace@blr.com and cdouyard@blr.com and include the following information, in the following order:

- Author Full Name
- Author Email
- Short Bio
- Professional picture/headshot attachment in .jpg format **(optional)**
- URLs: LinkedIn, Twitter, Facebook, Company's URLs **(optional)**
- Article Title: Provide a title of no more than 75 characters.
- Article Teaser: Provide 3 to 5 sentences, briefly describing what the article is about.
- Images: Every article we publish has an image. If possible, please provide images suitable to your content at 72dpi as either a link, or an attachment. Main Image: 400px x 400px. You must own the rights to the image, or have permission to use the image. If necessary, indicate the source of the image for credits purposes.
Note: Sending images is **optional**; if no image is submitted we will select one the editorial staff deems appropriate to accompany the post.
- External Links: Provide external links related to your content. **(optional)** Note that irrelevant/promotional links will prevent us for publishing your article.
- References: Provide references, if applicable.

Length: Articles submitted for any of the *Daily Advisors* must be a minimum of 500 words, and a maximum of 2000 words.

Format: The article should be submitted in Microsoft Word format (.doc or .docx) as an attachment.

Keywords: Include a list of keywords (at least 3) that will enable our readers to find additional information.